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JAMMU AND KASHMIR MEDICAL SUPPLIES CORPORATION LTD.

Public Sector Undertaking of Govt of Jammu & Kashmir
Registered Office: Seerat Complex, 1st floor, sector-14, Nanak Nagar Jammu (J&K)
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Minutes of the Second Board meeting of Jammu and Kashmir Medical Supplies Corporation (JKMSCL) held under the Chairpersonship of Hon'ble Chief Minister of J&K on 16.06.2014 at 10:00 hrs in his office chambers.

Present :

Sh. Omar Abdullah, Hon'ble Chief Minister, J&K	In - chair
Sh. Taj Mohi-ud-din Hon'ble Minister for Health & Medical Education, J&K	Vice-Chairperson
Sh. B.R Sharma, IAS Principal Secretary to Government, Planning and Development Department, J&K	Director
Sh. Gazzanfer Hussain, IAS Commissioner / Secretary to Government, Health & Medical Education Department, J&K	Director
Ms. Sheetal Nanda, IAS Managing Director, J&K Medical Supplies Corporation Ltd.	Director
Dr. Rafiq Ahmad Pamponi, Principal, Government Medical College, Srinagar	Director
Dr. Ghanshyam Dev, Principal, Govt Medical College, Jammu.	Director
Dr. Riaz Ahmed, Principal, Govt Dental College, Srinagar	Director

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Dr. Romesh Singh, Principal, Govt Dental College, Jammu	Director
Dr. Abdul Kabir Dar, Director, ISM J&K	Director
Dr. Salim – Ur – Rehman, Director Health Services, Kashmir	Director
Dr. Baljit Singh Pathania, Director, Health Services, Jammu	Director
Dr. Baldev Raj, Director, Family Welfare & Controller, Drugs and Food Control Organization, J&K	Director

In attendance:-

- i. Chief Financial Consultant, Finance Department.
- ii. Director Finance, Health & Medical Education Department.

Leave of Absence :-

Leave of absence was granted to Shri Bharat Bushan Vyas, IAS (Principal Secretary to Government, Finance Department, J&K), Director and Dr. Yash Pal Sharma, (Mission Director, NRHM, J&K), Director.

Action taken report regarding Decisions of First Board Meeting

Action taken report on the Decisions of First Board Meeting held on 24th March 2014 was noted by the Board.

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AGENDA ITEM NO: 1

Status Report of JKMSC as on 15.06.2014; presently working from Government Bone & Joints Surgery Hospital- Barzulla, Srinagar.

The current status of the Corporation was explained in detail by the Managing Director, JKMSCL which was noted by the Board. The Chair desired and directed that:

1. As decided vide Item / Decision No. 9 in First Board meeting, District Drug Warehouses should immediately be transferred on " as is, where is basis" along with movable / immovable assets and staff, wherever existing, to JKMSCL so that necessary transition management plan / strengthening / renovation of emergent nature, if any, can be completed before the tendering process.
2. Requisition for drugs, medicines, surgical and sutures items be submitted to JKMSCL immediately.

AGENDA ITEM NO: 2

To consider and approve the Standard Procurement Procedure of JKMSCL

Standard Procurement Procedure to be followed by JKMSCL was explained by the Managing Director, JKMSCL to the Board in detail, along with the composition of various Committees which shall be formed for the purpose.

The following changes were proposed and adopted by the Board:

Agenda Item. 2.2: The State Level Drug Committee to be re-designated as State Level Purchase Committee and the composition be changed as follows:

- | | |
|----------------------|-------------|
| I. Managing Director | Chairperson |
| II. Director, SKIMS | Member |

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III.	Principal, Govt Medical College, Kashmir	Member
IV.	Principal, Govt Medical College, Jammu	Member
V.	Director, Health Services, Jammu	Member
VI.	Director, Health Services, Kashmir	Member
VII.	Mission Director, NRHM, J&K	Member
VIII.	Controller, Drug & Food Control Organization, J&K	Member
IX.	Specialists from the Deptt of Medicine as well as Surgery (To be nominated by Deptt of H&ME, J&K)	Members
X.	CAO, JKMSCL	Member Secretary

Agenda Item 2.3: Funding:

The pattern of funding to JKMSCL for the procurement of drugs / medicines was discussed in detail. The Board was informed that 25% of the plan funds and 100% of non-plan funds for the purpose stand released to the HODs for the financial year 2014-15.

The Hon'ble Minister for Health and Medical Education, J&K further proposed that the HODs be allowed to purchase at least 25% of their annual requirement so that there is no shortage of medicines in the Government Health Institutions / Hospitals till the Corporation is able to initiate procurement. Further, he proposed that since there is no exigency involved in purchase of equipment, 100% of funds for the same be transferred to the Corporation.

The following funding pattern for the Corporation was proposed and adopted by the Board:

- For the financial year 2014-15:
 - 75% of the total allocation made to Government Health Institutions / Hospitals for procurement of drugs, surgical items and sutures.
 - 100% of total allocation for purchase of equipment

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- For the financial year 2015-16:
 - 85% of the total allocation made to Government Health Institutions / Hospitals for procurement of drugs, surgical items and sutures.
 - 100% of total allocation for purchase of equipment.

- For the financial year 2016-17:
 - 90% of the total allocation made to Government Health Institutions / Hospitals for purchase of drugs, surgical items and sutures.
 - 100% of total allocation for purchase of equipment.

Agenda Item 2.4(a)1: Opening of Tender:

Agenda Item 2.4(a)1.1 Cover "A" (Technical bid):

The following composition of the technical evaluation committee was proposed and adopted by the Board:

Managing Director	Chairperson
Director, SKIMS	Member
Principal GMC, Jammu or Kashmir	Member
Director, Health Services, Jammu or Kashmir	Member
Controller, Drugs and Food Control Organization, J&K	Member
General Manager, JKMSCL	Member
FA/CAO, JKMSCL	Member
One Expert / Specialist from Medicine as well as Surgery Deptt (to be nominated by Deptt of H&ME, J&K)	Members

JKMSCL may co-opt technical expert(s) from other states/ corporations, if required.

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Agenda Item No. 2.4(a) 2: Cover "B" (Price / Financial bid) / Financial Evaluation:-

Tender Evaluation Committee as proposed by the Managing Director was approved but with modifications, where after the composition is as follows :

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|--|-------------|
| i) Managing Director, JKMSCL | Chairperson |
| ii) General Manager, JKMSCL | Member |
| iii) Chief Accounts Officer, JKMSCL | Member |
| vi) Officer to be nominated by Deptt. of H&ME, J&K
not below the rank of Additional Secretary to Government | Member |

Agenda Item no.2.4 (e) : Procurements in exigency/ without tenders-

The Managing Director, JKMSCL proposed that purchases shall be made as follows:-

(i) without purchase committee upto an amount of Rs. 1 lac per incidence subject to the maximum of Rs. 3 lac in a year

(ii) with constitution of three member purchase committee (one member essentially from Accounts section) upto an amount of Rs. 3 lac per incidence subject to the maximum of Rs. 9 lac in a year.

Changes were proposed and approved by the Board in case of exigency purchases without tendering as follows:-

(i) Without purchase committee: up to an amount of Rs. 5 lac per incidence subject to the maximum of Rs.15 lac in a year

(ii) With constitution of three member purchase committee (one member essentially from Accounts section): up to an amount of Rs. 15 lac per incidence subject to the maximum of Rs. 45 lac in a year.

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For purpose of purchases under exigencies, it was further proposed by the Board that preference shall be given to the approved rate contracts of JKMSCL, TNMSCL, RMSCL, KMSCL, AIIMS New Delhi, PGI Chandigarh, AFMC Pune and ESI.

Further, in such cases, reasonability of rates and bonafide of source of supply shall be duly certified by the Managing Director.

The Board passed the following resolution(s):

“RESOLVED that the Standard Procurement Procedure proposed by the Managing Director, JKMSCL, be and is hereby approved with the following modifications.

State Level Drug Committee to be re-designated as State Level Purchase Committee and shall comprise:-

- | | |
|--|------------------|
| i) Managing Director | Chairperson |
| ii) Director, SKIMS, Soura, Srinagar | Member |
| iii) Principal, Govt Medical College , Kashmir | Member |
| iv) Principal, Govt Medical College, Jammu | Member |
| v) Director, Health Services, Jammu | Member |
| vi) Director, Health Services, Kashmir | Member |
| vii) Mission Director, NRHM, J&K | Member |
| viii) Controller, Drug & Food Control Organization, J&K | Member |
| ix) Specialists from the Department of Medicine as well as Surgery (to be nominated by Deptt of H&ME, J&K) | Members |
| x) FA / Chief Accounts Officer, JKMSCL. | Member Secretary |

The funding pattern for the Corporation for procurement of drugs, sutures, surgical items and equipment shall be as follows:

- For the financial year 2014-15:
 - 75% of the total allocation made to Government Health Institutions / Hospitals for procurement of drugs, surgical items and sutures
 - 100% of total allocation for purchase of equipment

- For the financial year 2015-16:
 - 85% of the total allocation made to Government Health Institutions / Hospitals for procurement of drugs, surgical items and sutures
 - 100% of total allocation for purchase of equipment

- For the financial year 2016-17:
 - 90% of the total allocation made to Government Health Institutions / Hospitals for purchase of drugs, surgical items and sutures
 - 100% of total allocation for purchase of equipment

Technical Evaluation Committee shall comprise:

I.	Managing Director	Chairperson
II.	Director, SKIMS	Member
III.	Principal GMC Jammu or Kashmir	Member
IV.	Director, Health Services, Jammu or Kashmir	Member
V.	Controller, Drugs and Food Control Organization, J&K	Member
VI.	General Manager, JKMSCL	Member
VII.	FA/CAO, JKMSCL	Member
VI.	One Expert / Specialist from Medicine as well as Surgery Deptt. (to be nominated by Deptt of H&ME, J&K)	Members
VII.	JKMSCL may co opt technical expert(s) from other states/ corporation, if required.	

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Tender Evaluation Committee of JKMSCL shall comprise:

- | | |
|--|-------------|
| i) Managing Director, JKMSCL | Chairperson |
| ii) General Manager, JKMSCL | Member |
| iii) Chief Accounts Officer, JKMSCL | Member |
| iv) Officer to be nominated by Deptt. of H&ME, J&K
not below the rank of Additional Secretary to Government | Member |

Procurement in exigency shall be made without tendering as follows:-

(i) without purchase committee upto an amount of Rs. 5 lac per incidence subject to the maximum of Rs.15 lac in a year

(ii) with constitution of three member purchase committee (one member essentially from Accounts section) upto an amount of Rs.15 lac per incidence subject to the maximum of Rs. 45 lac in a year.

For purpose of purchases under exigencies, preference shall be given to the prevailing approved rate contracts of JKMSCL, TNMSCL, RMSCL, KMSCL, AIIMS New Delhi, PGI Chandigarh, AFMC Pune and ESI."

AGENDA ITEM NO: 3.

**To Consider and approve Rates for Hiring of Accommodation for
establishing Corporate office at Jammu and Srinagar**

The Board passed the following resolution(s):

"Resolved that the rates finalized by the Managing Director, JKMSCL for hiring of accommodation for establishing Corporate office at Jammu and Srinagar (Kashmir), be and are hereby approved."

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2. Principal Secretary to Government,
Finance Department, J&K
3. Commissioner / Secretary to Government,
Health & Medical Education Department, J&K
4. Managing Director, J&K Medical Supplies Corporation Ltd."

AGENDA ITEM NO: Supplementary / 01

To consider and approve the restructuring of the Board of Directors

The Board passed the following resolution: "RESOLVED that the proposed restructuring of Board of Directors by the Managing Director, JKMSCL shall be deferred for consideration in future. However, Director SKIMS be included as a member of the Board."

Agenda Item No: Supplementary / 02

To adopt and approve the Logogram for JKMSCL

Board passed the following resolution:

"Resolved that the Logogram as proposed by the Managing Director, JKMSCL be and is here by approved and adopted for the Corporation.

AGENDA ITEM NO: Supplementary / 03

Any other item with the approval of / as decided by the Board

Agenda Item No: Supplementary /03.1 :

Annual Turnover as technical criteria for inviting tenders:

The matter regarding limit for annual turnover to be fixed as part of technical criteria for inviting tenders by the Corporation for drugs, sutures and surgical items came up for



"Resolved further that the Managing Director, JKMSCL be and is here by authorized to enter into lease agreements with the owners of the accommodations finalized at Jammu as well as Srinagar."

AGENDA ITEM NO: 4

Hiring of Assistant Programmer and Data Entry Operators through IIPS

The Board passed the following resolution:

"RESOLVED that the proposal of Managing Director, JKMSCL to hire Assistant Programmer through IIPS (Institute of Professional Studies) with monthly emolument of Rs. 17000 p.m. be and is hereby approved."

AGENDA ITEM NO:5

Sanction for additional posts

Managing Director, JKMSCL informed the Board that in Govt. Order No 329 - HME of 2013 dated 22.05.2013, creation of 22 posts has been provided for the corporation in addition to the post of Managing Director. However, the staff strength would not be adequate for the functioning of the corporation as and when procurement process takes off. It was proposed by the MD, JKMSCL that Board may consider approving the sanction of 119 additional posts for the corporation.

The Board passed the following resolution:

"Resolved that an Establishment Committee be and is hereby constituted for consideration of proposal for sanction of additional posts required for the corporation and its placement before the Board in the next Board meeting, which shall comprise:

1. Principal Secretary to Government,
Planning and Development Department, J&K

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discussion. Detailed deliberations were held. The Managing Director informed the Board that the limit of annual turnover fixed for suppliers by various corporations/ agencies for the purpose (excluding equipment) is as follows:

Tamil Nadu MSCL: Average Turnover for last 3 years: Rs. 4 crore

Rajasthan MSCL: Average Turnover for last 3 years: Rs. 20 crore

Kerala MSCL: Average Turnover for last 3 years: Rs.10 crore

Directorate General of Armed Forces Medical Services: Average Turnover for last 3 years: Rs. 20 crores

The Board passed the following resolution(s):

“Resolved that the limit for the average annual turnover for last three years as part of technical criteria for inviting tenders for drugs, sutures and surgical items by the Corporation be and is here by fixed as Rs 20 crores.”

“Resolved further that average annual turnover for last three years as technical criteria for inviting tenders for equipment shall be determined on case to case basis.”

Agenda Item No: Supplementary /D3.2 :

Formulation of Finance Committee of JKMSCL:

Along with the constitution of Establishment Committee of the Board, the issue of constitution of Finance Committee was also discussed.

The Board passed the following resolution:

“Resolved that a Finance Committee with the mandate to consider and place proposals related to financial matters of the Corporation before the Board for final approval be constituted, which shall comprise:



1. Principal Secretary to Government,
Planning and Development Department, J&K
2. Principal Secretary to Government,
Finance Department, J&K
3. Commissioner / Secretary to Government,
Health & Medical Education Department, J&K
4. Managing Director, J&K Medical Supplies Corporation Ltd.”

The meeting ended with a vote of thanks to the chair.



Chairperson,

Board of Directors,

J&K Medical Supplies Corporation Ltd.

No: Ch-JKMSCL/PS/BOD/2014/06-25

Dated: 01 July, 2014.

Copy to:

1. Principal Secretary to Government, Planning and Development Department. J&K
2. Principal Secretary to Government, Finance Department, J&K.
3. Commissioner / Secretary to Government, Health & Medical Education
Department, J&K.
4. Managing Director, J&K Medical Supplies Corporation Ltd.
5. Director, SKIMS, Soura, Srinagar.
6. Principal, Govt Medical College, Srinagar.
7. Principal, Govt Medical College, Jammu.
8. Principal, Govt Dental College, Srinagar.

9. Principal, Govt Dental College, Jammu.
10. Director, ISM J&K.
11. Director Health Services, Kashmir.
12. Director, Health Services, Jammu.
13. Director, Family Welfare, J&K
14. Mission Director, NRHM, J&K.
15. Controller, Drugs & Food Control Organization, J&K.
16. Principal Private Secretary to Chief secretary, J&K for the information of worthy Chief Secretary.
17. Private Secretary to Hon'ble Minister for Health & Medical Education, J&K for the information of Hon'ble Minister.